

HOMER ADVISORY PLANNING COMMISSION  
REGULAR MEETING MINUTES  
OCTOBER 2, 2013

Session 13-14, a Regular Meeting of the Homer Advisory Planning Commission was called to order by Chair Venuti at 6:30 p.m. on October 2, 2013 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS BOS, HIGHLAND, SLONE, SONNEBORN, STEAD, VENUTI

STAFF: ACTING CITY PLANNER ENGEBRETSEN  
DEPUTY CITY CLERK JACOBSEN

## **Approval of Agenda**

### **Public Comment**

The public may speak to the Planning Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

None

### **Reconsideration**

### **Adoption of Consent Agenda**

All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

A. Approval of Minutes of September 18, 2013 meeting

HIGHLAND/SLONE SO MOVED FOR THE ADOPTION OF THE CONSENT AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

### **Presentations**

#### **Reports**

A. Staff Report PL 13-77, City Planner's Report

Acting City Planner Engebretsen reviewed the staff report included in the packet.

### **Public Hearings**

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

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- A. Staff Report PL 13-72, CUP 13-09, Request to build a cabin in addition to an existing single family home at 3651 Sterling Highway

Acting City Planner Engebretsen reviewed the staff report.

John Bouman, applicant, commented that his submission is missing the final documentation from DEC regarding the class C well, and he should have it by the middle of next week.

Chair Venuti opened the public hearing.

Mitchell Hrachiar, Borough resident, commented that the lighting from this project will affect his view shed and he encouraged the Commission to include finding 10 as part of the CUP.

There were no further public comments and the public hearing was closed.

Mr. Bouman commented that he has ordered LED down lit lighting to meet city code. He is working on compliance with the driveway lighting, and he has worked with Dotti in planning regarding appropriate lighting. In response to commission questions, Mr. Bouman confirmed the class C well is for a public water system and will provide water to 25 people. He also explained the layout of the dwelling, the exterior will be lap siding, and it will only be one bedroom.

BOS/HIGHLAND MOVED TO ADOPT STAFF REPORT PL 13-72 AND CUP 13-09 3651 STERLING HIGHWAY FOR MORE THAN ONE BUILDING CONTAINING A PERMITTED PRINCIPAL USE ON A LOT WITH STAFF RECOMMENDATIONS AND FINDINGS.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. Staff Report PL 13-73, CUP 13-10 Request to build a single family home in addition to an existing cabin at 4914 Kachemak Drive

Acting City Planner Engebretsen reviewed the staff report.

Debbie Rehder, applicant, commented now that water and sewer are in on Kachemak Drive, they plan to build a two story residence. The cabin on the property now is moveable and it may or may not stay on the property.

Chair Venuti opened the public hearing. There were no comments and the hearing was closed.

In response to questions from the Commission, Mrs. Rehder commented their location has a 15 foot bluff and they are set back a minimum of 18 feet from the bluff. On their property the bluff erosion goes to the top, at the top there is beach grass, and the only thing that would affect them is a tsunami. She explained that the foundation will be circular piers as they cause less ground displacement, and the only excavation will be bringing in the water and sewer.

BOS/HIGHLAND MOVED TO ADOPT STAFF REPORT PL 13-73 AND CUP 13-10, 4914 KACHEMAK DRIVE FOR MORE THAN ONE BUILDING CONTAINING A PERMITTED PRINCIPAL USE ON A LOT WITH STAFF RECOMMENDATIONS AND FINDINGS.

Commissioner Bos commented that it looks like the applicants have done a lot of background work on this.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- C. Staff Report PL 13-74, CUP 13-11 Request for a reduction of the setback from a dedicated right-of-way to enclose a legal nonconforming covered drive-through at 203 W. Pioneer Avenue

Acting City Planner Engebretsen reviewed the staff report.

Todd Boling, applicant, explained his plan to enclose the drive through area of his building and make it an office.

Chair Venuti opened the public hearing. There were no comments and the public hearing was closed.

There was brief discussion with the applicant regarding the conditions in the staff report. Dr. Boling had no objection to any of the conditions.

BOS/SONNEBORN MOVED TO ADOPT STAFF REPORT PL 13-74 AND CUP 13-11 FOR REDUCED SETBACKS AT 203 W. PIONEER AVENUE WITH FINDINGS, CONDITIONS, AND STAFF RECOMMENDATIONS.

There was brief discussion for clarification of the CUP process in relation to a legal nonconforming use.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

### **Plat Consideration**

- A. Staff Report PL 13-75, Yah Sure Subdivision 2013 Preliminary Plat

Acting City Planner Engebretsen reviewed the staff report.

There were no applicant or public comments.

BOS/HIGHLAND MOVED TO ADOPT STAFF REPORT PL 13-75 YAH SURE SUBDIVISION 2013 PRELIMINARY PLAT WITH STAFF RECOMMENDATIONS.

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There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

B. Staff Report PL13-76, Wintergreen Subdivision 2013 Lots 5-A and 5-B Replat Preliminary Plat

Acting City Planner Engebretsen reviewed the staff report.

There was no application or public comments.

BOS/HIGHLAND MOVED TO ADOPT STAFF REPORT PL 13-76 WINTERGREEN SUBDIVISION 2013 LOTS 5-A AND 5-B REPLAT PRELIMINARY PLAT WITH STAFF RECOMMENDATIONS.

Chair Venuti asked if these applicants are getting the information that they will still have multiple assessments upon completing a lot line vacation. Acting City Planner Engebretsen explained that generally they work with the surveyors, and while she isn't sure about this one, she knows there are others who tell people that the subdivision does not eliminate additional assessments. Commissioner Highland noted that when you combine two lots there will be a lesser tax, so that may be a reason people choose to vacate lines.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

### **Pending Business**

A. Staff Report PL 13-71 Kenai Peninsula Borough Ordinance Re writing Chapter 20 Subdivision

The Commission discussed this during their worksession. Acting City Planner Engebretsen asked for clarification on whether they want their questions regarding the tangent, offset intersections, and wastewater disposal to be presented as formal comments to the Borough Planning Commission or just get clarification from the Borough Platting Officer and come back as correspondence. Commissioner Stead felt it should be an informal request for clarification, since the discussion took place in the worksession.

STEAD/HIGHLAND MOVED TO FORMALLY RECOMMEND TO THE PLANNING DEPARTMENT THAT THEY ADOPT THEIR SUBDIVISION ORDINANCE.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

B. Staff Report PL 13-69 Comprehensive Plan Review

Acting City Planner Engebretsen reviewed the Commissioner's recommendations from the worksession:

Highland: Green infrastructure and pattern of development relating to environmental.

Bos: Establishment of development standards, old town overlay boundaries, green infrastructure, and city water delivery outside city limits.

Stead: Green infrastructure, old town overlay boundaries, parking standards, onsite septic systems  
Lead Program green building development, spit overslope, and supporting the boating industry.

Commissioner Stead clarified his idea regarding parking standards. He explained, for example, that if old town were to be a pedestrian zone, there will need to be some parking lots and parking standards in place. It could be a similar case when town center begins to develop. He also addressed residential parking related to two houses on a lot and he questions if three parking spaces is adequate. He doesn't feel that there is much of an issue with businesses, but parking is an issue in town.

The Commission continued to discuss the parking challenges in town, on street parking, and facilities with larger parking lots allowing summer public use. They also touched on pedestrian safety and crosswalks, as well as overlay zones and community input into their neighborhoods.

Commissioner Slone didn't have anything he feels strongly about at this point, but it might be time to invite other organizations in town to give the Commission an update on what they are doing and what the Planning Commission can help with.

Commissioner Highland would like to address the issue of Mattox Street and brainstorm ideas to help solve short term problems while they work on the long term. There was lengthy discussion of the Planning Commissions role in relation to street standards and pedestrian zones.

Mrs. Engebretsen said staffs list includes, a second dwelling on a lot as a CUP, public water/cistern/holding tank conversation, multi-family housing standards, also watershed transfer and development rights. Those are smaller things that can be addressed in shorter amounts of time.

The Commission agreed to staff bringing forth an ordinance regarding a second dwelling in rural residential when city water and sewer are available.

They briefly reviewed the remaining list of items on the work list.

## **New Business**

### **Informational Materials**

- A. KPB Plat Committee Notice of Decision for Nils O. Svedlund Sub. 2013 Replat Preliminary Plat
- B. City Manager's Report from September 23, 2013 City Council Meeting

### **Comments of the Audience**

Members of the audience may address the Commission on any subject. (3 minute time limit)

None.

### **Comments of Staff**

Deputy City Clerk Jacobsen commented that there has not been an application filed for Mattox Street special assessment district for road improvements, nor have any of the residents contacted the Clerk's office with questions about the process.

Acting City Planner Engebretsen commented that the City raised the utility easement standard to 15 feet in the city, while the Borough's is still 10 feet. This was done partially in anticipation of natural gas coming into the community. It might be worth talking to Public Works to see if we are ready to go to 10 feet, except in places where the water sewer master plan requires more room for a main.

### **Comments of the Commission**

Commissioner Highland said she liked the brainstorming tonight. She thought they clicked right along as a group in covering so many CUP's and plats, a lot of it has to do with what a good job staff does for them. She appreciates they work they do.

Commissioner Slone concurred with Ms. Highland's comments about staff's efficiency. He pointed out a discrepancy in successive commission absences between their bylaws and city code. He suggested that be addressed in the future.

Commissioner Sonneborn had no comments.

Commissioner Bos said it was a good meeting, and thanked everyone.

Commissioner Stead reminded the group he will be absent on October 16 and November 6.

Chair Venuti commented about an issue with the Fairview Trail in that an absolute mess has been left since the installation of the gas line. The trail is rutted, they left a culvert that was dug up and thrown to the side, there is left over pipe lying there, and is something that needs to be addressed. It's a safety issue as this is a pedestrian trail.

### **Adjourn**

There being no further business to come before the Commission, the meeting adjourned at 8:30 p.m. The next regular meeting is scheduled for October 16, 2013 at 6:30 p.m. and a Worksession at 5:30 p.m. in the City Hall Cowles Council Chambers.

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MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: \_\_\_\_\_